

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, January 30, 2006 – 5:30 p.m.

Warren Green Building – 1st Floor Conference Room

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:33 p.m. on 30 January 2006 in the Warren Green Building – 1st Floor Conference Room, Warrenton, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven

Center District Representative

Rick Gerhardt

Cedar Run District Representative

Charles M. Medvitz

Scott District Representative

Willis P. Risdon

Citizen at Large

Dennis Hunsberger

Citizen at Large

County Staff:

Tony Hooper

Deputy County Administrator

Michael Anderson

Airport Manager

Chrissy Kirby

Administrative Specialist, County Administration

Staff:

Stephen S. Roszel, Sr.

Essar Aviation

Stephen Roszel, Jr.

Essar Aviation

Michelle Glitzner

Essar Aviation

Michael C. DuBeau

Campbell and Paris Engineers

Absent:

Frank Rader

Lee District Representative

Bob Newman

Airport Tenant/Owner

Arthur Nash

Marshall District Representative

Visitors:

Chuck Davis

C. H. Andrews

Frank Staropoli

Theresa Frye

James Purnell

James Scott

Tom Silbersiepe

Lewis Gaston

John Haines

Rich Dykes

Michael Mishler

Ben Soyars

Richard Bibb

Visitors (continued)

Jennifer Holloway
Charles Tippet
David Fields
Rob Brooks
Dave Surles
Ron Gatewood
Ron Gatewood, Jr.
Doris Gatewood
Gary Lowery
Sam Bingham
Juan Alfonso
Dennis Hoffman
Ross Dillman
Margaret Szaloksky
Stephen Szalolsky

2. Election of Officers for 2006:

Tony Hooper reviewed the Airport Committee By-Laws regarding the annual election of Chairman and Vice-Chairman.

Chuck Medvitz nominated Jim Van Luven for Chairman for Calendar Year 2006. Dennis Hunsberger seconded the motion. The motion passed unanimously.

Dennis Hunsberger nominated Willis Risdon for Vice-Chairman for Calendar Year 2006. Jim Van Luven seconded the motion. The motion passed unanimously.

3. Adoption of Agenda:

Rich Gerhardt moved and Dennis Hunsberger seconded a motion to adopt the January 30, 2006 meeting agenda. The motion carried unanimously.

4. Citizens' Time:

Tom Silbersiepe spoke on the following issues:

- Recommended a new nomination for Airport Committee tenant representative. Mr. Silbersiepe recommended David B. Fields.
- Maintenance issues at W66. Mr. Silbersiepe recommended that Warrenton-Fauquier Airport allow additional maintenance services.
- Recommended that the newly adopted Rules and Regulations be reviewed again. Requested that the Committee revisit the proposed Maintenance Fee.

Lewis Gaston spoke on the following issues:

- Maintenance Services at W66. W66 should have competition on the field and allow multiple businesses to operate.
- Recommended that the newly adopted Rules and Regulations be reviewed to provide clear and concise procedures, rules, and enforcement regulations.

David Fields spoke on the following issues:

- Restated to the Committee that tenants are angry regarding the recent Maintenance Facility changes at W66 and the loss of Ross Dillman and Dave Surles.
- Recommended that competitive businesses be allowed to operate at W66.

Theresa Frye spoke on the following issues:

- Thanks Ron Gatewood and Juan Alfonso for providing excellent customer service at W66.
- Concerns regarding the current Airport Management.
- Concerns regarding to follow-up to correspondence forwarded to County Administration.

Michael Truschel spoke on the following issue:

- Owners/operators at W66 want to have a choice in maintenance services at W66.

Steve Robinson spoke on the following issue:

- Owner/operators at W66 want to have a choice in maintenance services at W66.

Michael Michner spoke on the following issues:

- Supports competitive maintenance services at W66.
- Recommended setting a complete set of standards for new businesses at W66.

Dennis Hoffman spoke on the following issue:

- Supports competitive maintenance services at W66.

Jim Van Luven stated that the Airport Committee is working towards allowing additional services at the Airport. Mr. Van Luven thanked all of those who were in attendance.

Jim Purnell spoke on the following issue:

- Recommended that Tom Silbersiepe be the new Airport Committee tenant representative.

Chuck Medvitz advised those in attendance that the process for making new appointments to the Airport Committee would be reviewed.

5. Adoption of the Minutes:

Chuck Medvitz moved and Jim Van Luven seconded a motion to adopt the December 5, 2005 meeting minutes. The motion carried unanimously.

6. Discussion of Recent Changes in Maintenance Operations:

Tony Hooper reviewed the following letter which was forwarded to all tenants of the Warrenton-Fauquier Airport:

TO: All Warrenton-Fauquier Airport Tenants

FROM: Anthony I. Hooper
Deputy County Administrator

DATE: January 10, 2006

SUBJECT: Aircraft Maintenance Issues at Warrenton-Fauquier Airport

Over the past weeks, we have received comments from a number of you concerning staffing changes made by Essar Aviation at the maintenance facility at the Airport. Fauquier County has had several meetings with Essar Aviation principles.

It is the position of Fauquier County that these staffing issues are the sole responsibility of Essar Aviation. The County agreement with Essar Aviation is performance based and requires that properly trained and licensed personnel are available to perform maintenance services. The County understands that Essar Aviation is currently in a period of transition, as new staff is added. The County expects that Essar Aviation will continue to fulfill the terms of its agreement and will monitor services provided during this transition period and throughout the duration of the contract.

Thank you for your continued support of the Warrenton-Fauquier Airport and sharing your views with us.

Mr. Hooper reported that the Fauquier County Board of Supervisors conducted a Public Hearing on the Land Lease amendments for T-hangar buildings one and two to allow for the operation of businesses. Mr. Hooper advised the Committee that the Board of Supervisors have deferred their decision until March 2006, to allow the Airport Committee to provide further revisions to the amendment. The Airport Committee will consider recommended amendments at their February 2006 meeting.

7. Review of Requests for Operation of Business:

Mr. Hooper reviewed requests from SkyWorld Aviation, Phoenix Aviation and Adventure Air Avionics to provide services at the Warrenton-Fauquier Airport. Mr. Hooper indicated that the Airport Finance/Operations subcommittee will meet in the near future to continue discussions regarding the requests.

Mr. Hooper provided an update on the RFP for Clear Span Hangar #1. Mr. Hooper indicated that interviews will be scheduled with those persons who have provided proposals in response to the RFP.

8. Update: Airport Manager:

Mike Anderson reviewed the following:

Airport Operations

- Currently, there is one NOTAM in effect, "PAPI runway 14 and 32 out of service".
- The Hangar Wait List has 17 individuals who have paid a deposit.
- Airport staff conducted a physical audit of based aircraft on December 19, 2005. We now feel confident in the accuracy of our based aircraft roster.

Airport Maintenance and Projects

- An Invitation for Bids was released on January 18, 2006 for the installation of a Sewage Pump Grinder Tank to service hangars 3 and 4. Bids are due by February 14, 2006.
- Permit applications for the final installation and hook up of the Jet Fuel Tank have been submitted and this project will commence subject to permit approval.
- On January 30, 2006 final testing and inspection was performed on the Airport sewer system by the contractor and the system manufacturer. Receipt of documentation from these contractors should be received for submission to the Health Department by the end of this week.
- Site plans for both the ILS and the MALSR approach lighting system have been approved and released by the County. The Virginia Department of Aviation has placed the order for the equipment related to these projects and expects to release these for bid in conjunction with the AWOS very soon.

9. Update: FBO:

Steve Roszel, Jr. advised the Committee that an IA Mechanic has been hired. Additionally, Mr. Roszel reserved the right to provide further comments and updates until the February 2006 Airport Committee meeting.

10. Update: Campbell and Paris:

Mike DuBeau provided the following comments:

- Phase II – Fencing is complete
- Phase III – Apron is complete. Minor punchlist items will be addressed.
- T-Hangar 3 & 4 – Continue with paving operations, weather permitting.
- PAPI's have been down since December 20, 2005. Work continues with contractor to correct the issue and coordination efforts with the FAA for another flight check.

11. Update: Tony Hooper:

Tony Hooper advised the Committee that final negotiations have begun for Phase II Land Acquisition. Mr. Hooper stated that support has been received from the Virginia Department of Aviation and the Federal Aviation Administration.

Mr. Hooper indicated that the Airport must re-apply for a Special Exception for events to be held at the Airport. Mr. Hooper reported that staff will continue to work with Community Development to complete the Special Exception Application process.

12. Update: 2006 Air Show/Fly-In Event:

Chrissy Kirby reported that the Air Show Subcommittee was unable to meet due to the holidays. Ms. Kirby indicated that the subcommittee will meet prior to the February 2006 Airport Committee meeting.

13. Roundtable:

Jim Van Luven requested that Ms. Kirby schedule a Finance/Operations subcommittee meeting within the next couple of weeks. Mr. Van Luven appointed Rick Gerhardt to the Operations subcommittee and Arthur Nash to the Finance subcommittee.

Rick Gerhardt advised the Committee that additional lighting is needed at the Airport for those tenants or visitors who may be arriving after sunset. Mr. Anderson will address the lighting issue in combination with the implementation of the Airport Security Plan. Mr. Hooper indicated that the Airport Lighting issue will be discussed further at the February 2006 Airport Committee meeting. Ron Gatewood has expressed interest in assisting Warrenton-Fauquier Airport with the addition of security lighting.

Chuck Medvitz stated that the Committee needed to maintain visibility of the expenditures and revenues of the Airport. Mr. Medvitz requested monthly financial statements be available for the Committee's review.

With no further business Willis Risdon moved and Chuck Medvitz seconded to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 6:45 p.m.

The next Airport Committee meeting will be **February 27, 2006 in the Warren Green Meeting Room.**